

## **Commissioners of St. Mary's County Meeting Minutes (Tuesday, May 12, 2015)**

*Generated by Sharon Ferris on Wednesday, May 13, 2015*

### **Members present**

Commissioner President James R. Guy  
Commissioner Michael L Hewitt  
Commissioner Tom Jarboe  
Commissioner Todd B. Morgan  
Commissioner John E. O'Connor  
County Administrator, Dr. Rebecca Bridgett  
Sharon Ferris, Recorder

### **1. WELCOME**

Commissioner President Guy called the meeting to order at 9:00 am in the Chesapeake Building Meeting room, Governmental Center.

### **Approval of Minutes**

I move to approve the minutes of May 5, 2015, as presented.

Motion by Commissioner Tom Jarboe, second by Commissioner John E O'Connor.

Final Resolution: Motion Carries

Yea: Commissioner President Guy, Hewitt, Jarboe, Morgan, O'Connor

### **2. RECOGNITION**

#### **PROCLAMATIONS WERE PRESENTED FOR:**

- A. Emergency Medical Services (EMS) Week**
- B. National Safe Boating Week**
- C. National Nursing Home Week**

### **3. COUNTY ADMINISTRATOR**

#### **A. DRAFT AGENDA ITEMS FOR MAY 19 and 26, 2015**

#### **B. BOARD OF EDUCATION - Race to the Top Comprehensive Assessment Grant**

I move the Commissioners of St. Mary's County approve the grant award of the Race to the Top Comprehensive Assessment grant and increase the FY2015 Restricted Fund revenue and expenses in the amount of \$55,980 as approved by the Board of Education on April 29, 2015; and I move the Commissioners of St. Mary's County sign the letter to the Board of Education, indicating approval of this action.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan

Not Present at Vote: Commissioner O'Connor stepped out of the room

**C. SHERIFF'S OFFICE - Bullet Proof Vest Partnership Application US1616**

I move to approve the grant application for the Bullet Proof Vest Partnership, project US1616, from the Department of Justice, in the amount of \$23,527, and authorize the Sheriff's Office to submit electronically.

Motion by Commissioner Tom Jarboe, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**D. DEPT OF ECONOMIC DEVELOPMENT - Forest Hall Farm Application to MD Ag-Tourism Signing Program**

I move to approve the letter of support for the Forest Hall Farm and Orchard's application to the Maryland Department of Agriculture for a way finding sign through the Maryland Ag-Tourism Signing Program.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**E. DEPT. OF ECONOMIC DEVELOPMENT - Maryland Agriculture Land Preservation Foundation Matching Fund Program**

*Commissioner Hewitt requested the phone number for citizens to call to obtain information on the Land Preservation Program.*

I move to approve the letter to the Maryland Agriculture Land Preservation Foundation stating the County's interest in participating in the FY2016 MALPF Matching Funds Program.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**4. MAIN AGENDA ACTION ITEMS**

**A. DEPARTMENT OF FINANCE - Final Approval of the FY2016 Budget and set tax rates**

**Present:** Jeannette Cudmore, Chief Financial Officer

Ms. Cudmore provided highlights of the FY2016 Operating Budget. The general budget is \$227,349,549, 3.1% more than the approved FY2015 Budget. The real property tax rate was reduced to the constant yield rate of \$.8523 per \$100 assessed value, and the personal property tax rate, which is 2.5 times the real property tax rate, is 2.1308. She highlighted revenue streams and noted the County is changing its projected income tax revenue from 3% to 4%.

The County is using \$9,090,621 of Fund Balance for pay-go funding and capital projects and \$2,781,384 for one-time expenditures. These one-time items are for: (1) Elected Officials in the

amount of \$574,524 for non-recurring costs associated with the renovation of the adult detention center; (2) \$218,800 for County departments, which includes \$50,000 for the North Area Plan and \$48,000 for a plotter in Land Use and Growth Management; and, (3) the Board of Education will receive \$1,600,500 to pay off an equipment lease and \$387,500 for textbooks and the library collection for Captain Walter Francis Duke Elementary School.

County employees will be utilizing a new pay scale this year as a result of a classification/compensation study. A 2.5% increase will be given to employees who were reclassified to a higher grade. One step increase for regular and regular part-time employees was approved along with a 1% increase for hourly employees. The Board of Education will receive a total of \$98,015,001, an increase of \$4.1 million. The Sheriff's Office will receive an additional step for sworn officers until a classification/compensation study for them is completed and a top of grade stipend for Law Enforcement (\$1,500) and Correctional Officers (1,000). The States Attorney's Office will receive funding for two positions. The Library will see an increase for health insurance, merit step and additional costs needed for transitioning from the County's financial system to on-line Quick Books. The College of Southern Maryland's funding is increased by \$262,339. Non-profit Agencies reflect the same level as FY2015 with no new agencies added. The Tri-County Council will receive an additional \$10,000 for the County's one third share of the Joint Land Use Study.

*Commissioner Hewitt requested Finance keep the Commissioners informed on the percentage of revenue from the state as it comes in.*

#1 I move that we approve and execute the Revenue Ordinance for FY2016, which sets the tax rates

Motion by Commissioner John E. O'Connor, second by Commissioner Michael L. Hewitt  
Final Resolution: Motion carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

#2 I move that we approve and execute the Appropriation Ordinance for FY2016, which identifies appropriations

Motion by Commissioner Jarboe, second by Commissioner O'Connor  
Final Resolution: Motion carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

#3 I move that we approve the FY2016 budget, as set forth in the schedules and documents included in the submission, which includes the Schedule of Pay Differentials, Premium Pay, and Insurance Premiums and confirmation of the Fund Balance Plan, and execute the "budget estimate" page evidencing our approval of the itemized budget.

Motion by Commissioner Michael L. Hewitt, second by Commissioner Tom Jarboe.  
Final Resolution: Motion Carries  
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

## **B. DECISION ON NEW LIBRARY**

Prior to the final vote on the location of the New Library, each Commissioner stated their pros/cons for each of the two locations.

I move to designate Hayden Farm as the site for a new library and senior activity center.

Motion by Commissioner John E. O'Connor, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, O'Connor

Nay: Commissioners Jarboe, Morgan

## **5. COMMISSIONER'S TIME**

The Commissioners highlighted events attended over the past week.

*Commissioner Hewitt requested Recreation and Parks provide the trash pick up schedule for businesses in the Tulagi Place area of Lexington Park.*

*Commissioner Guy requested a presentation on Ethic Laws (St. Mary's County Open Meetings Act) be presented at the next Commissioners' Meeting to educate the Commissioners and the public.*

## **6. RECESS**

## **7. OUTSIDE EVENT**

### **A. 15th Annual Law Enforcement Appreciation Day**

The Commissioners attended the Law Enforcement Appreciation Day Ceremony to show their support for the police officers who put on a badge everyday knowing the danger they may be facing to protect us and to honor those who have lost their lives in the line of duty.

## **8. ADJOURN**

The Commissioners of St. Mary's County meeting closed at approximately 2:30.

Minutes Approved by the Commissioners of St. Mary's County on \_\_\_\_\_

\_\_\_\_\_  
Sharon Ferris, Senior Administrative Coordinator (Recorder)